

***Amended 9 February 2005**

**HUMAN RESOURCES OFFICE
CALIFORNIA NATIONAL GUARD
9800 Goethe Road
P. O. Box 269101
Sacramento, CA 95826-9101**

AIR TECHNICIAN VACANCY ANNOUNCEMENT #04-214A

**Supply Technician
80208000 FC: 41A1
GS-2005-07
\$37,185 - \$48,341 pa**

ANNOUNCEMENT DATE: 23 September 2004
***CLOSING DATE: 15 March 2005**

SELECTING OFFICIAL: Supervisory Supply Systems Analyst

**APPOINTMENT FEATURES: Excepted Service
Enlisted Grade**

POSITION LOCATION: 146th Airlift Wing – Channel Islands ANG, CA

This position is located in the Air National Guard. Its purpose is to control all equipment accounted for by the ANG Base Supply account.

1. **AREA OF CONSIDERATION: 146th Airlift Wing.** Applications will be accepted from current technicians of the 146th Airlift Wing – Channel Islands ANG, CA., only.

2. **CONDITIONS OF EMPLOYMENT:** a. Must qualify for appropriate level of security clearance required by the position. b. Must wear appropriate military uniform including required grooming standards. c. Must maintain a compatible military unit, grade, and job assignment as required by current directives. d. Must participate in PD/EFT (Direct Deposit).

3. **MILITARY GRADE AVAILABLE: ENLISTED GRADE THROUGH E-7. PRIOR TO EFFECTIVE DATE OF PERSONNEL ACTION, SELECTEE MUST OCCUPY A COMPATIBLE MILITARY POSITION WITHIN A COMPATIBLE UNIT IN ENLISTED GRADE THROUGH E-7 OR HAVE A COMPATIBILITY WAIVER APPROVED BY NATIONAL GUARD BUREAU. IF THIS IS A SUPERVISORY POSITION, THE MILITARY GRADE OF SELECTEE MUST BE EQUAL TO OR HIGHER THAN THE MILITARY GRADE OF THOSE TO BE SUPERVISED.**

4. **QUALIFICATION REQUIREMENTS:**

a. **General:** Experience in clerical or office work such as maintaining records; screening, reviewing, and verifying documents; searching for and compiling information and data; or work involved in the physical handling of supplies and equipment provided this gave the candidate some general knowledge of supply transactions and regulations, procedures, identification codes, etc.

CONTINUED ON NEXT PAGE

CALIFORNIA NATIONAL GUARD

AIR TECHNICIAN VACANCY ANNOUNCEMENT #04-214A

b. **Specialized:** Must have 12 months specialized experience in closely related activities which have provided the applicant with a knowledge of the rules, regulations procedures, and program requirements of one or more areas of a supply system, and which has demonstrated the applicant's ability to perform at the level of the position to be filled.

d. **Substitution of Education for Specialized Experience:**

All Grade Levels: Appropriate military training courses will be credited on a month for month basis.

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

5. KNOWLEDGES, SKILLS, AND ABILITIES:

- a. Knowledge of standard methods of receipt or material order documentation control and material processing.
- b. Knowledge of policies and regulations regarding storage space controls, stock location systems, layouts, and storage techniques.
- c. Ability to establish and maintain effective work relationships.
- d. Knowledge of regulations, and mechanized/statistical techniques in the computation and forecasting of quantitative requirements.
- e. Knowledge of regulatory requirements governing the accounting for government property.
- f. Ability to research information.
- g. Knowledge of how to fill out, post, file, control, or code supply documents or transactions.

SELECTEE WILL BE REQUIRED TO BE ASSIGNED IN A COMPATIBLE MILITARY POSITION IN AFSC 2SOXX.

MALE SELECTEES BORN AFTER 31 DECEMBER 1959 WILL BE REQUIRED TO SIGN A PRE-APPOINTMENT CERTIFICATION STATEMENT FOR SELECTIVE SERVICE.

INSTRUCTIONS FOR APPLYING: INDIVIDUALS MAY APPLY BY SUBMITTING AN OPTIONAL FORM (OF) 612, OPTIONAL APPLICATION FOR FEDERALEMPLOYMENT; A STANDARD FORM (SF) 171, APPLICATION FOR FEDERAL EMPLOYMENT; A RESUME OR ANY OTHER WRITTEN FORMAT. IF YOUR APPLICATION OR RESUME DOES NOT INCLUDE ALL THE ITEMS REQUESTED ON THE OF-612 AND THIS VACANCY ANNOUNCEMENT, ALONG WITH A NARRATIVE DESCRIPTION OF HOW YOU MEET THE GENERAL AND

CONTINUED ON NEXT PAGE

**CALIFORNIA NATIONAL GUARD
AIR TECHNICIAN VACANCY ANNOUNCEMENT #04-214A**

SPECIALIZED EXPERIENCE REQUIREMENTS, YOU MAY LOSE CONSIDERATION FOR THE POSITION. IF YOU DESCRIBE MORE THAN ONE TYPE OF WORK (FOR EXAMPLE, CARPENTRY AND PAINTING, OR PERSONNEL AND BUDGET), WRITE THE APPROXIMATE PERCENTAGE OF TIME YOU SPENT DOING EACH. THE ABOVE FORMS ARE AVAILABLE AT THIS OFFICE AND ANY FEDERAL AGENCY.

SUBMIT APPLICATIONS TO: THE HUMAN RESOURCES OFFICE (HRO), P.O. BOX 269101, SACRAMENTO, CA 95826-9101 (OR FOR EXPRESS MAIL: 9800 GOETHE ROAD, SACRAMENTO, CA 95826-9101). *ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY CLOSE OF BUSINESS ON THE CLOSING DATE INDICATED ABOVE.* VETERANS PREFERENCE DOES NOT APPLY.

****ALL APPLICATIONS MUST BE SIGNED & DATED****

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

FEDERAL LAW PROHIBITS THE USE OF GOVERNMENT ENVELOPES, POSTAGE, OR FACSIMILE (FAX) FOR SUBMISSION OF APPLICATIONS.

PERMANENT CHANGE OF STATION (PCS) EXPENSES MAY/MAY NOT BE AUTHORIZED FOR THIS POSITION. AUTHORIZATION FOR PAYMENT OF PCS EXPENSES WILL BE GRANTED ONLY AFTER DETERMINATION IS MADE THAT PAYMENT IS IN THE BEST INTEREST OF THE CALIFORNIA NATIONAL GUARD.

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

OUR WEBSITE ADDRESS IS: [HTTP://WWW.CALGUARD.CA.GOV/CAHR](http://www.calguard.ca.gov/cahr). YOU CAN LOCATE ALL CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENTS USING THIS SITE.